City Of Chattanooga New Business Application

Remit \$15.00 with this form to complete application. Make Check Payable to "City of Chattanooga" and mail to 101 E. 11th St. Room 100 Chattanooga, TN 37402. Call (423) 643-7262 or email busl@chattanooga.gov for additional information.

Answer all questions below completely. Incomplete and unsigned applications will delay processing.

١.	Business FEIN or SSN (required)	2. Start Date for	Location in	n Jurisdiction	3. Fiscal Year End Date		
4.	Type of Ownership (choose only one bo	x below):					
	Sole Proprietorship	etorship Partnership ((all types)		
	Marital Joint Ownership Other Spouse's SSN: Estate or Trust	(choo	ted Liabilit se one below) ti-Member I le Member	LLC			
5.	Legal Name of Business						
6.	Primary Address (physical address wh	ere records are lo	cated; no P	7.O. box)	City State	ZIP Code	
7.	. Identify Owners, Officers, Members, or	Partners (Attach a	additional n	ames on separate shee	et if needed. See Instructi	ons.)	
7	Title		Title				
SSN of owner or FEIN of owning business, if available				SSN of owner or FEIN of owning business, if available			
First and Last Name of Owner or Name of Owning Business				First and Last Name of Owner or Name of Owning Business			
Telephone Number with Area Code				Telephone Number with Area Code			
-	Email			Email			
Address				Address			
-	City	State	ZIP Code	City	State	ZIP Code	
8.	"Doing Business As" (DBA) Name (if o	lifferent from #5 a	above)				
9.	Classification (select below or write in		C Clas	s 1D O Class 2 O	Class 3 Class 4 C		
0.	License Type Standard Business Lincense	Minimal Acti	vity License				
1.				City	State	ZIP Code	

12.	Business Activity at this Location			
13.	Business Mailing Address		City Sta	ite Zip Code
14.	Business Telephone Number	Business Fax Number	Business Em	ail Address
15.	Contact Name	Contact Telephone Numbe	r Contact Ema	Address
16.	Signatures Required! This application no of the entity listed above. Do not print	For Department Use Only		
	The statements made on this application a			
	Signature:Owner, Officer, Memb			
	Signature:Owner, Officer, Memb	er, or Partner	te:	

For questions concerning business tax classification or tax questions in general please refer the Tennessee Department of Revenue at (615) 253-0600

Responsibilities after Registration

After registration, the business is required to file all returns by the tax due dates, keep copies of those returns, and maintain records.

If any changes in business contact information occur, you are required to promptly notify the Tennessee Department of Revenue. All this information can be entered directly into the State Business Portal via the Tennessee Taxpayer Access Point (TNTAP) system. Physical address, mailing address, and contact changes will no longer be submitted through the City Treasurer's Office and must be submitted through the TNTAP system. At any time a business has ceased operation, the dealer is required to notify the Department of Revenue within 15 days of closing by filing final tax returns. It is the responsibility of the owners, officers, partners, or members of a business to keep up with tax law changes.

You can stay informed by visiting the Tennessee Department of Revenue website frequently to review tax updates listed by tax type. https://www.tn.gov/revenue.html